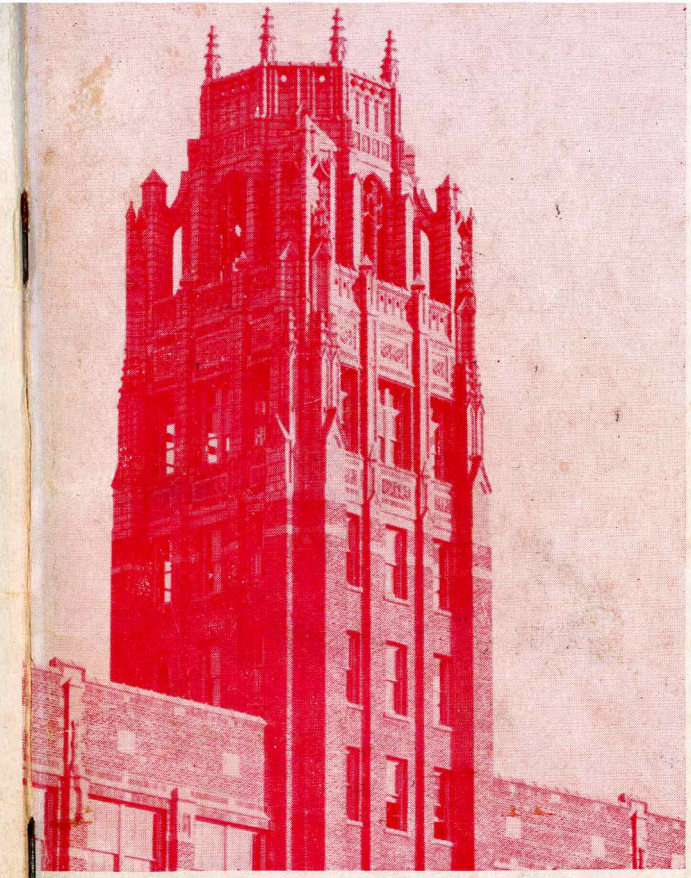

LINCOLN HIGH SCHOOL

Vol. 7 Manitowoc, Wisconsin 1954

STUDENT HANDBOOK

Name_____

Student Code

We, the students of Lincoln High School, Manitowoc, Wisconsin, in order to promote high standards of conduct so that the student body will be held in esteem by the public and also to aid in the development of the best type of student citizenship, do establish and accept the following code:

A LINCOLN HIGH SCHOOL STUDENT:

1. *Has respect for authority at all times.*
2. *Gives full consideration to the rights of others.*
3. *Has respect for the property of others.*
4. *Recognizes established standards of behavior and is willing to abide by them so that his action will not harm the reputation of the school.*
5. *Is honest and trustworthy.*
6. *Possesses high moral values.*
7. *Is willing to accept responsibility.*
8. *Respects his parents and accepts his share of responsibilities in making home conditions pleasant.*
9. *Is willing to cooperate with fellow students and teachers.*
10. *Will not repeat idle gossip or rumor and is careful not to form an opinion about a matter until all the facts are known.*

Your

STUDENT HANDBOOK

compiled by the
HANDBOOK STAFF
of
LINCOLN HIGH SCHOOL

printed by the
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Manitowoc, Wisconsin 1954

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Absence

Absence from school requires an excuse signed by the student's parent or guardian before he will be admitted to classes. The excuse should bear the reason for the absence, the date of absence, and the full name and grade of the absentee.

In case of necessary absence, parents are expected to call beforehand the office of the high school, 2-1191 for girls, and 2-1521 for boys.

Boys are to take their excuses to the assistant principal's office while girls are to take theirs to the dean of girls' office immediately upon arrival at school. The student then receives an admit-to-class slip.

This admit slip must be presented to each teacher from whose class the student was absent.

Activity Period

Activity period or seventh hour is set aside so that teachers can give special help, and make-up work may be done then. As the seventh hour is a regular school period, the student must report if required to do so. There are only two exceptions to this rule: (1) Intramural athletics has frst call on one day each week. (2) Club members are excused on the day their club meets. School athletics or other extracurricular activities do not excuse anyone from a classroom teacher's call. Students may be transferred from the tardy room to a classroom by arrangement between the office and the teacher concerned. Rural students who leave on the bus must make up their work during the noon hour.

The students who have met all classroom requirements are ordinarily excused at the end of the sixth hour.

Extracurricular activities of any kind are carried on during the activity period or at noon.

The subjects listed below have priority on the days indicated; that is, if two teachers call for a student seventh hour on

Monday, the social sciences, language, or mathematics teacher has first call.

Monday:
- Social Science
- Foreign Language
- Mathematics

Tuesday:
- English
- Commercial

Wednesday:
- Gym and tardy hall if a club program does not interfere.

Thursday:
- Science
- Home Economics
- Art
- Industrial Arts
- Agriculture

Friday:

Excused 3:11 (teachers and students) except tardy hall.

At the close of the seventh period all students must leave the building unless a teacher remains with them.

Activity Tickets

Activity tickets are single admission tickets to every school event except the Junior Prom. These tickets sell for $5.00. The plan covers over 40 different school events including the three publications, **Flambeau, Manitou, and Hi-Tower Flashes;** all home athletic contests, lyceum programs, school dances, class plays, the one act play festival, and the operetta. Each class gets $150 for its class treasury from the activity ticket fund each year. It is a non-profit plan operating to stimulate school spirit and to support all extracurricular activities.

The activity ticket is not transferable. Admission to the above mentioned events is either by activity ticket or paid admission. When presented at the door, the activity ticket should be properly filled out and the picture of the student pasted on the ticket.

Activity tickets are sold during the second week of school by Student Council representatives.

American Junior Red Cross (See Junior Red Cross)

Announcements

Announcements are made over the public address system during homeroom period in the afternoon. Only emergency announcements will be made during classes in the morning and afternoon. All notices must be written on the standard announcement blank and signed by a teacher. These slips must be in the office before one o'clock on the day the announcement is to be read.

In addition to routine announcements, the public address system may be used to advertise sales and school events. Such skits and programs, produced by students, must be under the charge of a teacher, and must have been practiced and approved by that teacher before they may be given over the public address system. All students making these announcements must be in the office by one o'clock.

Athletics

Athletics in Lincoln high school offers a varied program. Boys may participate in interscholastic or intramural sports (see Boys' Intramurals). Interscholastic sports are baseball, basketball, football, golf, tennis, track, and wrestling. Our teams compete for the most part with schools in the Fox River Valley Conference (see FRVC).

Girls' athletics are sponsored by the Girls' Athletic Association program (see GAA).

Participation in interscholastic athletics is a privilege for

which every eligible boy may compete, but it is also a responsibility.

No candidate for an interscholastic team is eligible for a letter, or will be allowed to participate in any sport, unless the requirements listed below are followed.

The general requirements are the same for all sports, with only a few minor differences.

A candidate shall:

1. Comply with all scholastic eligibility standards of Lincoln high school, and keep school training regulations.
2. Meet the WIAA eligibility rules.
3. Be enrolled in the WIAA insurance plan and have playing permits signed in writing by a doctor, dentist, and parent or guardian, before participating in actual scrimmage or contests.
4. Players must report regularly and on time for practice.
5. Each member of the team, besides fulfilling the qualifications above, and playing requirements, must finish the season as a bona fide member of the squad, in good standing, and have the recommendation of the coach and principal, before being awarded a letter. For playing time required for a letter, see the individual sports.

The letters awarded are of official dimensions with a white emblem designating the sport, on a cardinal background with red stitching, placed in the middle of the letter.

If, because of tardy room, club, make-up, or other valid reason, a player cannot report for practice at the usual time, he must notify his coach in advance; after the seventh hour he is still expected to report to practice as soon as possible. If a player has a valid reason for being unable to report for practice at all on a given night, he must get the consent of his coach in advance, or have it count as a cut.

If a player has one unexcused absence from practice, he is

warned by the coach; for the second offense during the same season he is cut from the squad and forfeits any award he may have earned. When a player is dismissed from the squad for cutting or any other good cause, the coach notifies the head of the athletic department, who in turn reports the fact to the principal. The parents of the player are also notified in writing, with an explanation of the cause for dismissal.

No boy may compete in two interscholastic sports in the same season; he must choose in the spring between baseball, golf, tennis, and track. A member of one team may not transfer to another sport without the consent of both coaches; if he has taken part in interscholastic competition in one sport, he is ineligible for all other sports during that same season. Under no circumstances may he compete in two sports in the same season.

An official schedule consists of at least six contests, and a letter will not be awarded in any sport with less than that number of contests scheduled.

Baseball practice begins with early workouts and drills in the gym. Playing time for a letter is 50 per cent of the total innings played; if pitching, 15 innings must be played during the season. This is in addition to the general requirements.

Basketball practice may not begin until November 1, under the rules of the Fox River Valley Conference. The three squads to be chosen at this time are the A team, the junior varsity, and the sophomore team.

After teams are selected, equipment is issued to each boy, for which he is responsible. The coaches reserve the right to promote or demote the members of any team. Regular attendance at practice, observance of the training regulations, maintenance of a satisfactory scholastic average, and the proper attitude toward coaches and team-mates are required of all squad members.

For a letter, a candidate must compete in at least 25% of the total number of minutes playing time in the regular scheduled games during the season, or must have rendered faithful service for at least two full successive seasons, been scholastically eligible during those seasons, and have played in some of the regularly scheduled games during the season of his senior year, in addition to the general requirements.

Each year an 18 game schedule is played followed by participation in the WIAA basketball tournaments.

Football practice begins approximately a week before school starts in the fall, in accordance with WIAA rules. Four home football games are played each year.

All football equipment is furnished by the school. After the preliminary drill the candidates are divided into A and B squads. The B squad ordinarily plays six games a season, half of them at home. Practice is held after school every day.

Besides the general requirements for a football award, a boy must compete in at least 25% of the total number of minutes of playing time in the regularly scheduled games during the season, or must have rendered faithful service for at least two full successive seasons, and must have participated in at least one-half of the regular games during his senior year.

Golf affords the interested student an opportunity to improve his game and to take part in an interscholastic lifetime sport. Practice begins in April at the Lincoln Field Golf Course where squad members are guests of the owners during the school golf season.

A full schedule of golf matches begins in April and is culminated with a conference golf tournament. Lincoln then enters the state golf meet when conditions permit.

Besides the general requirements for athletic participation, golf letter winners must play in one of the first five team positions in at least four of the official matches scheduled for the season.

Swimming is not an interscholastic sport at present because of limited competition. Should FRVC schools inaugurate interscholastic swimming the following rules and regulations will prevail. The method of computing the required points for a letter is as follows:

1. Find the total number of points scored by the team in all scheduled meets during the season, with the exception of the alumni and interclass meets. (All interscholastic meets).

2. Divide this figure by the total number of points which it is possible to score in one meet. (1944 — 83 points).

3. The figure arrived at above multiplied by 2.5 gives the total points necessary for an award.

4. 90% attendance at practice sessions shall constitute additional points to apply toward a letter in the senior year only, as follows.

A. Senior year.....2
B. Junior year.....1
C. Sophomore year.....1

4 total accumulated points to apply toward a letter in the senior year.

5. A senior shall be awarded the official swimming award for being a member of the squad for three years and scoring in competition at least one-fourth of the total number of points required for a letter during that season, to which must be added the points earned under section No. 4 above.

6. General requirements also apply.

Tennis is one of the few competitive high school sports which is also a life-time sport, and Manitowoc has unusually fine facilities for learning the game. Six courts are available at Lincoln high, and four at Washington junior high, in addition to city courts on the north side.

The varsity tennis team plays a full schedule of conference and non-conference meets. The sophomores play a home- and-home schedule with the junior high schools.

Candidates for the team are required to be members of the Tennis Team Club, may not hold a job which conflicts with practice or meets, and are expected to take part in the summer recreation department tennis program, if possible.

Training begins with the interscholastic season on April 1. Candidates must expect to practice every school night, and

there is a meet on every Saturday in the spring. The opportunity to learn good tennis is not limited to the five ranking players, and sophomores are encouraged to come out and get an early start.

The tennis award shall be granted to players that compete in 25% of the interscholastic dual meets and earn as many points as a No. 5 man could win in that time if he won half the time. They must qualify as umpires under USLTA rules, and follow the general requirements.

Track is a spring interscholastic sport which begins after March 1. Competition is with the Fox River Valley conference and neighboring schools. At least six meets are held, including the conference meet. Dual and triangular meets are arranged with conference schools.

Events included in a track meet are the 100-yard dash, the 200-yard dash, the 440-yard dash, the half-mile run, the mile run, the half-mile relay, the 120-yard high hurdles, the 200-yard low hurdles, the broad jump, the high jump, the pole vault, the discus throw, and the shot put.

Letters are awarded for the following achievements:

1. Ten points won during season.

2. A point-winner in the conference or state meets. All general requirements must be followed.

Sophomores who have never tried track events are encouraged to answer the call for candidates. Many students possess ability in running, jumping, and weight events who are not so successful in other sports. Track is an individual sport in which a candidate succeeds through use of his own ability and initiative.

Equipment, including shoes, is supplied those trying out for the squad. Practices are held after school on the track, and usually last less than an hour. Considerable attention is given to sophomores and juniors in order to develop future material.

Sports managers are chosen by the coaches of the respective sports. Although the duties vary, they usually include checking, issuing, and caring for equipment; keeping the locker-rooms

in order and keeping records and computing points for the individual players. The coach may at any time discharge an unsatisfactory manager.

Sports handled by managers are baseball, basketball, football, track, tennis, and intramurals. There is no golf manager, and the tennis manager is always a player-manager. (See tennis).

A manager (except in tennis) is not a player and cannot earn a player's letter, but will receive the regular M award with the letters MGR in red. He must be scholastically eligible, keep the school training rules, and render one full year's service. He may (1) manage one interscholastic sport for three seasons, (2) manage three seasonal interscholastic sports during one school year, or (3) serve as intramural manager for one full year.

Combinations of the above may be approved by the athletic director, and in any case the recommendation of the coach is necessary to receive an award, or an assignment as a manager.

Wrestling gives boys too small for other sports, as well as any others, a chance to participate in an interscholastic sport during the winter, and win a varsity letter.

There are ten weight divisions: 103, 112, 120, 128, 136, 145, 155, 165, 180, and heavyweight. Only one man in each weight class may wrestle in each match. However, exhibition matches are added to give promising wrestlers match experience.

Matches are arranged with neighboring and state high schools which have wrestling squads.

High school wrestling differs from professional wrestling in that punishing or injuring holds are illegal and cannot be employed. Matches are determined by points; the object is to control your opponent, rather than maim him.

Everyone, particularly lighter and smaller boys, is encouraged to join the wrestling squad.

Method of computing the required points for the wrestling team letter:

1. Total the number of points scored by the wrestling team for all scheduled meets during the season.

2. Divide this figure by the total number of points possible for the squad to score in one meet.
3. The figure arrived at in No. 2 above multiplied by 5.0 gives the total points necessary for an award.
4. 90% attendance at practice sessions shall constitute additional points to apply toward a letter in the senior year only, as follows:
   a. 1 yr. successfully completed — 1
   b. 2 yrs. successfully completed — 2
   c. 3 yrs. successfully completed — 3

   6 Total accumulated points to apply toward a letter in the senior year.
5. To be eligible for the wrestling team award a student must, in addition to meeting the specific requirements above, maintain the necessary scholastic standards to compete in meets and finish the season in good standing as a member of the squad.

Auditorium

Auditorium administration is in the hands of a faculty committee, assisted by a student committee. The student committee members serve for three years and are chosen by the faculty adviser. This auditorium committee is responsible for the seating of students for all programs and for reserved seats and tickets for all performances given in our auditorium, except those sponsored by the music department.

The plan for passing to the auditorium is administered by a student ushers' committee, and traffic is directed by the use of bells. The vice-president of the Student Council is chairman of this committee.

The conduct of the students in the auditorium reflects upon the character of the school. Courtesy and respect should be shown at all times.

Awards

Awards are a mark of honor granted by the school through its various extracurricular departments to the individuals who have earned such recognition. Such awards as athletic and music letters, which are paid for by the school, may not be worn by anyone except the person to whom they were originally given. The school retains the right to ask for the return of any award which is worn by an unauthorized person. Such awards will be considered forfeited.

This regulation does not apply to class rings or any other pin or emblem purchased by the student, but only to official school awards. A letter is a personal recognition of service to the school by an individual; if the honor is not appreciated, it will be withdrawn.

Badger Boys and Girl

Badger Boys are selected from a number of junior boys to represent our school at Badger Boy's State. Different organizations sponsor these boys who have an opportunity to study government in action during the week they are at Badger Boy's State.

Badger Girl is chosen from a number of junior girls to represent Lincoln High School at the Badger Girl's State. She also has the chance to study government in action for a week.

Band

Band is open to any student who plays a standard band instrument. Those desiring to play in the school bands should register for **Band** along with other subjects. Members of the first band are chosen from the second band and ninth grade band members in the Junior High Schools by the directors. Students will be enrolled in either Band I or Band II **after** individual trials.

The band gives a series of concerts during the year, one in mid winter, another in the spring, and plays for assembly programs. The band also plays for football games, basketball games, Memorial Day, and Commencement. Together with the Orchestra and Chorus it takes part annually in the Fox River Valley Music Festivals.

Mothers of the band and orchestra members form an organization called the Band and Orchestra Mothers' Association, which assists in the band and orchestra activities.

Band and orchestra work carries a full credit, and in addition, members can earn points toward the music M award. Points are not given to band members who cannot meet the school extracurricular eligibility requirements, even though credit is granted.

Baseball (See Athletics)

Basketball (See Athletics)

Bell Schedule

7:50 — Teachers in Classrooms
7:55 — Warning bell in the halls
Report to your first period class
8:00 — Tardy bell
8:00 — 8:55 — First Period
8:58 — 9:53 — Second Period
9:58 — 10:53 — Third Period
10:56 — 11:51 — Fourth Period
12:15 — 12:57 — Noon detention period for students who ride the rural buses.
12:57 — Teachers in homerooms
Students report to your homerooms
1:05 — Tardy bell
1:05 — 1:15 — Homeroom Period
1:18 — 2:13 — Fifth Period
2:16 — 3:11 — Sixth Period
3:15 — 3:50 — Seventh Period
a. Special help and activities
b. Detention period
4:00 — All students must be out of the building unless working with a teacher.

Books

Books, except workbooks or notebooks, are supplied by the school. Teachers check the condition of texts at regular intervals, and fines are assessed for losing, mutilating, marking, or otherwise mistreating a book. The fines vary with the gravity of the offense, and the maximum is the full replacement value of the book. Writing in textbooks is not permitted, and it is the responsibility of each student to keep his books clean and to bring them to the library if they need mending.

Most teachers have supplementary and reference books in their class rooms which remain there at all times and are not regularly issued to students. These books may be used only with the teacher's permission, and are subject to such regulations as she may make.

Boys' Intramurals

Boys' intramurals are open to all boys at Lincoln except members of interscholastic teams. The program begins in September and ends in June. Boys must enroll in the gym office for each individual event.

The program includes any sport for which the school has the necessary equipment, provided there is sufficient interest. Among the sports which have been included and are possible are: badminton, baseball, basketball, bicycle-racing, boxing, checkers, chinese checkers, diving, drop-kicking, free-throw shooting, horseshoe pitching (singles and doubles), ice skating, passing (football), punting, softball, spot shooting, swimming, table tennis, tennis, touch football, track, volley ball, and wrestling.

Suitable medals are awarded to 1st, 2nd, and 3rd place winners of each scholastic class. In addition, the high point winner for the year is awarded a medal.

Intramurals have first call on students during the seventh period one day a week.

Buildings and Grounds

Buildings and grounds of Lincoln high school cover 18.84 acres. They include two football fields, six tennis courts, a one-sixth mile track, a girls' hockey field, a soccer field, four horseshoe courts, many acres of lawns, a bicycle-parking space, a storage building for track equipment, an industrial arts shop, maintenance department shops, and a teachers' parking area.

The school building includes the auditorium, gymnasium, natatorium, music room, library, cafeteria, kitchen, three study halls, movie projection room, and thirty-seven classrooms. In addition, there are several offices, a book room, a photographic dark-room, nurse's quarters, and publication rooms in the tower.

Bulletin Boards

Bulletin boards are used for posting the weekly calendar and other notices, as well as advertising for the school activities.

The first floor bulletin board is opposite the main entrance; the second floor bulletin board is adjacent to the trophy case; and the third floor board is just north of the middle stairway.

Besides these, there are bulletin boards in most classrooms, and in the gymnasium locker rooms.

Buses (See Transportation)

Cafeteria

Cafeteria service at noon is maintained as a convenience for teachers and students during the school year. The week's menu is posted on the bulletin boards every Monday. Meal tickets are usually purchased on a weekly basis and are bought on Monday morning between 7:30 and 8:00 in the cafeteria. Tickets for each day may be purchased between 7:45 and 8:00 in the cafeteria every morning.

Slips which permit the holder to go to the head of the line

may be issued by the adviser of certain organizations meeting at noon. These slips should be presented at the door of the cafeteria to the traffic director, where they will be collected.

Ice cream is sold at noon at the stand inside the cafeteria to the left of the door. As a service for those students who carry their own lunches, milk is sold in a room near the cafeteria designated at the beginning of the year.

Students who wish to work in the cafeteria at noon should apply to the cafeteria manager. Those who work in the cafeteria should have their programs arranged so that they have study hall fourth period and can eat their meal at 11:30.

Career Day

Career day is devoted to the study of vocations by means of guest lecturers. Representatives of about 100 vocations come to talk to students about their respective fields of work. Students confer with these representatives about training, salary, opportunities, and other particulars of the specific vocation instead of following the regular program of classes.

Cheers

COLORS
R-E-D W-H-I-T-E
Red White!
R-E-D W-H-I-T-E
Red White!
Fight! Fight! Fight!
Yea!

COME ON LINCOLN
Come on red (clap clap)
Come on white (clap clap)
Come on Lincoln (clap clap)
Fight fight!
Come on red (clap clap)
Come on white (clap clap)
Come on Lincoln (clap clap)
Fight fight!

FIFTEEN RAHS
Rah! Rah! Rah! Rah! Rah!
Rah! Rah! Rah! Rah! Rah!
Rah! Rah! Rah! Rah! Rah!
Yeaaaaa Team!

F-I-G-H-T
You gotta F-I-G-H-T
You gotta F-I-G-H-T
You gotta F-I-G-H-T
You gotta F-I-G-H-T-T-T-T-T
Fight!

FIGHT TEAM FIGHT
Fight, team, fight!
Fight, team, fight!
Fight, team! Fight, team!
Fight! Fight! Fight!
Yea!

LINCOLN YELL
L-i-n-c-o-l-n, Lincoln, Lincoln win again.
Show 'em how to kick,
Show 'em how to block,
Come on Lincoln, hit the top!
(During basketball season the word "pass" is substituted for "kick", "shoot" for "block", and "hoop" for "top.")

LOCOMOTIVE
Cheerleaders: Is everybody happy?
Students: Well, Yes!
Cheerleaders: Is anybody downhearted?
Students: Well, No!
Everyone: Let's give a Locomotive
and make it slow.
U! Rah! Rah! Rah!
Lincoln High School
U! Rah! Rah! Rah!
Lincoln High School

U! Rah! Rah! Rah!
Lincoln High School
Yeaaaaaa Team!

NUMBER YELL

One Two Three Four
Three Two One Four
Who for?
What for?
Who are you going to cheer for?
Lincoln

PEP YELL

We've got the coach (clap, clap)
We've got the team (clap, clap)
We've got the pep (clap, clap)
We've got the steam (clap, clap)
We've got the coach (clap)
Team (clap) Pep (clap) Steam (clap)
15 rahs for the team, team, team!
Rah! Rah! Rah! Rah! Rah!
Rah! Rah! Rah! Rah! Rah!
Rah! Rah! Rah! Rah! Rah!
Yeaaaaaa Team!

RED WHITE

Red white, we fight.
Red white, we fight.
Red white, we fight.
Yea!

SKY ROCKET

SSSSSSSSSSS
SSSSSSSSSSS
SSSSSSSSSSS
SSSSSSSSSSS
Boom!!!!
Ahhhhhhhhhhhhhhh
hhhhhhhhhhhhhhhh
Lincoln!

STUTTER YELL

M-M-M-A-N-
I-I-I-T-O-
W-W-W-O-C-
Manitowoc, Manitowoc,
Yea!

U RAH TEAM

U! Rah! Team!
U! Rah! Team!
U Rah! Rah! Rah!
Rah, Rah, Team!
Yea!

WATCH 'EM SHIPS

(loud whisper)
Watch 'em ships watch 'em,
Watch 'em ships watch 'em,
Watch 'em ships, watch 'em ships,
Watch 'em watch 'em watch 'em.

(speaking voice)
Get 'em ships get 'em,
Get 'em ships get 'em,
Get 'em ships, get 'em ships,
Get 'em get 'em get 'em.

(shouting)
Beat 'em ships beat 'em,
Beat 'em ships beat 'em,
Beat 'em ships, beat 'em ships,
Beat 'em beat 'em beat 'em.

WELCOME YELL

The teams are here
We're set to play
But first take time
For us to say
Hi————————Hi! (Name of visiting team to be inserted in the blank.)

YEA MAN

We've got the backfield to kick!
Yea Man!
We've got the line to block!
Yea Man!
It's a cinch we'll win!
Yea Man!
With the team we've got!
A-men!

YEA TEAM

Yeaaaaa team!
Yeaaaaa team!
Yeaaaaa team!
Fight, fight, fight!
Yea!

YELL FOR THE TEAM

T-E-A-M!
Yeaaaaa Team!
T-E-A-M!
Yeaaaaa Team!
Team! Team! Team!

YIP SPIDDLEY

Yip Spiddley Ooten Duten!
Bobo scadeeten daten!
Hotcha! Whatta!
Lincoln!
Rah! Rah!

Cheerleaders

Cheerleaders, and those students interested in cheering, should join the Pep club. Membership is open to all students.

During the meetings of the club, prospective cheerleaders are taught the school cheers. The students showing the most promise are nominated to try out before the student body in late February or in early March. From these, the student body elects the cheerleading squad. Both boys and girls are eligible. Cheerleaders must meet school eligibility and training rules.

Cheerleaders take part in all pep meetings and most athletic contests. Uniforms are furnished by the school.

If a cheerleader has cheered at three-fourths of the games and has the recommendation of the sponsor, he will receive a letter.

Chorus (See Mixed Chorus)

Civic Music

Civic Music student membership is made available to interested members of music organizations, and to a limited number of other students. The finest musical talent in the world is brought to Manitowoc for these concerts, and free admittance may be gained by seeing the music instructors well in advance of the concert dates.

Class Advisers

Class advisers are appointed by the principal to guide each class in its activities. Two teachers are chosen to serve in this capacity when a new class enters Lincoln high school, and they continue to furnish counsel and guidance throughout the entire career of the class.

Class Elections

Class elections are held a few weeks after the beginning of school, and are supervised by the class advisers. Four officers are elected for each class: president, vice-president, secretary, and treasurer. The procedure is similar to that in municipal elections. Nomination sheets are circulated for the candidates, and any one having twenty signatures on a nomination sheet has his name placed on the primary ballot. After the primary election the names of the two candidates having the highest

number of votes for each office are placed on the final ballot. The final election is usually held within a week of the primary. The student elected as junior class president reigns as Prom King or Queen, and the senior class president presides at the graduation.

Class Membership

Class membership is based upon credits, not according to the number of years of attendance. To be considered a member of the sophomore class a student must have earned at least three credits; to be a junior, seven credits; to be a senior, eleven credits. Students are seated in homerooms on this basis.

Class Plays

Class plays are presented by the senior and junior classes, and are under the direction of the speech arts instructors. Try-outs are open to all and not limited to the class sponsoring the play, but open to sophomores, juniors, and seniors who can meet the school eligibility rules. Previous experience is not necessary, but the course in speech arts is recommended.

The senior class play is produced before Christmas and the junior play in March or April. The cast spends approximately six weeks rehearsing the play before it is performed. There is also considerable opportunity for work on the various committees appointed by the class officers and advisers. The stage crew is appointed by the director.

Class Rings

Class rings are chosen by a committee of juniors. After they have selected three styles, sample rings with their prices are placed in the trophy case on the second floor. Juniors vote on them in their homerooms. Orders are placed with the local jewelry stores. Purchase of a ring is **not compulsory.**

Clubs

Clubs are formed to enable students to pursue hobbies and to meet others with like interests. They meet bi-monthly on Wednesdays during the activity period (seventh hour) and are divided into two groups. A student may join one club in each group. Group I clubs meet one Wednesday and group II clubs the following week. In special cases, clubs are scheduled for other days upon request of the sponsor.

Applications for clubs are passed upon by a club committee, composed of teachers and students. The requirements of a club are established by this committee, and clubs which render a worthwile service to the school or meet definite needs of the students are approved.

College Day

College day is held once a year, in the fall. On this day representatives of colleges, universities, and trade schools are invited to Lincoln high school. Students that sign up for College day are excused from certain class periods in order that they may attend conferences.

The day begins with a speech in the auditorium by a guest speaker. After the auditorium program, representatives confer with students who are interested in going to college.

Boys' school and co-educational school representatives are assigned to the gymnasium; girls' school and nursing school representatives are located in the library.

Entrance requirements, courses of study, housing, scholarships, college activities, social life, fraternities and sororities, fees, and expenses are discussed with the students in the morning sessions.

Parents of college preparatory students are invited to interview representatives. A student may interview a representative in the afternoon only if he has secured an interview slip from that representative. This slip excuses the student from class at the indicated time, and re-admits him when the interview is

over.

Seniors from Kiel, Valders, Reedsville, Chilton, Brillion, Mishicot, and Two Rivers are invited to College day.

College Entrance Recommendation

College entrance recommendations are as follows:

All seniors who plan to go to college are to be given final examinations which will be given each semester and will cover the semester's work. Examinations are to be given in all academic subjects: English III and IV, Creative Writing, Problems of Democracy, World History, Chemistry, Physics, Math III and IV, Latin, Spanish, and German.

Each senior who may go to college is to prepare one acceptable term paper in the subject of his choice. Term papers shall be due during the second semester at a date fixed by the teachers concerned.

The senior must have ranked in the upper half of his class scholastically.

College Entrance Requirements

College entrance requirements vary from school to school, so students interested in going to college should look up the requirements of the college in which they are interested. These may be found in the college bulletin. College bulletins are kept on file in the guidance office, Room 102.

Graduates of accredited high schools will be admitted to the University of Wisconsin upon recommendation of the principals of their high schools, provided that they present 16 units, nine of which are distributed as follows: English (or English and speech) three units, plus at least six additional units chosen from these fields: mathematics, two or three units; foreign language, two or three units (in one language); history and social studies, two or three units; natural science, two or three units. Most colleges have similar requirements.

Although foreign languages are not definitely required for admission to any course, failure to present them will limit the student's free elections.

Without algebra and plane geometry, a student is limited in his choice of courses.

Counseling

Counseling is developing under the supervision of guidance directors. Two teachers are assigned to each class. These teachers are relieved of one class to enable them to devote one period each day for counseling purposes.

Course of Study

Course of study information is furnished students about a month before the registration date. This information is discussed by teachers in some classes, and by advisers in individual conferences with the members of their groups. During these discussion and conference periods, students select their subjects for the following year. These choices are recorded on the registration card and must be approved by a parent and by the home room teacher.

On a date previously announced, students complete their registration by filling out subject cards. No program changes may be made after this final registration date.

All students must have eighteen credits to graduate. Ten of these eighteen must be academic. At least four full-credit subjects must be carried each year. A fifth subject may be carried if the student's record warrants it. (See Extra Subjects). These fifth subjects may not be dropped, except in case of illness or failure. (See Dropping Subjects). Incompletes and failures in required subjects must be made up at the earliest opportunity.

Students who are taking a general course, in common with all others, must have ten academic credits to graduate. It is recommended that they choose subjects in related fields rather than take electives in totally unrelated subjects.

Requirements for Graduation:

1. A total of eighteen credits.
2. Ten academic credits.
3. Four years of physical education. (2 credits)
4. Three years of English.
5. Three years of social science.
6. Two years of science.
7. One year of mathematics.

Below you will find a space to enter your programs for all four years. The required academic subjects have been filled in.

Grade Nine	Cr.
1. Physical Education	½
2. 1st year English	1
3. Citizenship	1
4. General Science	1
5. Chorus	½
6. Algebra	1

Grade Ten	Cr.
1. Physical Education (Driver Education - boys and girls)	½
2. 2nd year English	1
3. Biology	1
4. Latin I	1
5. Geometry	1
6. Band	1

Grade Eleven	Cr.
1. Physical Education (First Aid - boys)	½
2. American History	1
3. Chemistry	1
4. Journalism	1
5. Speech Arts	½
6. Latin II	1

Grade Twelve	Cr.
1. Physical Education (Home Nursing - girls)	½
2. Problems of Democracy	1

4. _____ _____
5. _____ _____
6. _____ _____

ACADEMIC ELECTIVES

Dept.	SUBJECT	Cr.	Fr.	So.	Jr.	Sr.
ENGLISH	3rd year English	1			X	X
	4th year English	1				X
	Creative Writing	1				X
	Journalism	1			X	X
	Speech Arts	1			X	X
	Business English	1				X
SCIENCE	Chemistry	1			X	X
	Physics	1			X	X
	General Science	1	X			
MATHEMATICS	Arithmetic	1	X			
	Algebra	1	X	X	X	X
	Plane Geometry	1		X	X	X
	3rd year Mathematics	1			X	X
	4th year Mathematics	1				X
	General Mathematics I	1		X	X	X
	General Mathematics II	1		X	X	X
SOCIAL SCIENCE	Economics	½			X	X
	Psychology	½			X	X
	World History	1		X	X	X
	World Geography	1		X	X	X
LANGUAGE	1st year Latin	1		X	X	X
	2nd year Latin	1			X	X
	1st year Spanish	1		X	X	X
	2nd year Spanish	1			X	X
	1st year German	1		X	X	X
	2nd year German	1			X	X

NON-ACADEMIC ELECTIVES

Dept.	SUBJECT	Cr.	Fr.	So.	Jr.	Sr.
COMMERCIAL	1st year Bookkeeping	1		X	X	X
	2nd year Bookkeeping	1			X	X
	Personal Typing	½		X	X	X
	1st year Typing	1		X	X	X
	2nd year Typing	1			X	X
	1st year Shorthand	1			X	
	2nd year Shorthand	1				X
MUSIC	9th Grade Music	½-1	X			
	First Band	1		X	X	X
	Second Band	1		X	X	X
	Orchestra	1		X	X	X
	First Chorus	1		X	X	X
	Second Chorus	1		X	X	
	Music Appreciation	1		X	X	X
	Harmony	1		X	X	X
INDUSTRIAL ARTS	1st year Drafting	1	X	X	X	X
	2nd year Drafting	1		X	X	X
	3rd year Drafting	1			X	X
	4th year Drafting	1				X
	1st year Woodwork	1	X	X	X	X
	2nd year Woodwork	1		X	X	X
	1st year Electricity	1			X	X
	2nd year Electricity	1				X
	General Metal I	1		X	X	X
	General Metal II	1			X	X
	Auto Mechanics	1			X	X
	Printing	1				X
HOME ECONOMICS	1st year Home Economics	1	X	X	X	X
	2nd year Home Economics	1		X	X	X
	3rd year Home Economics	1			X	X
	4th year Home Economics	1				X

NON-ACADEMIC ELECTIVES (Cont.)

Dept.	SUBJECT	Cr.	Fr.	So.	Jr.	Sr.
ART	1st year Art	1	X	X	X	X
	2nd year Art	1		X	X	X
	3rd year Art	1			X	X
	4th year Art	1				X
AGRI.	1st year Agriculture	1	X			
	2nd year Agriculture	1		X	X	
	3rd year Agriculture	1			X	X
	4th year Agriculture	1				X
	Library	½		X	X	X

Commercial

GRADE	GENERAL OFFICE	STENOGRAPHER
9	**English I** **Citizenship** General Science	**English I** **Citizenship** General Science
10	**English II** **Biology** Bookkeeping I Typing I	**English II** **Biology** Bookkeeping I Typing I
11	**American History** **Typing II** Bookkeeping II English	**American History** Typing II Shorthand I English
12	**Problems of Democracy** Clerical Office Practice Economics	**Problems of Democracy** Shorthand II Business English
	1 academic credit must be taken in addition to above.	1 academic credit must be taken in addition to above.

Recommended Four Year Programs

GRADE	COLLEGE	NURSING	ENGINEERING
9	**English I** **Citizenship** General Science Algebra	**English I** **Citizenship** General Science Algebra	**English I** **Citizenship** General Science Algebra
10	**English II** **Biology** Geometry Foreign Language I or World History	**English II** **Biology** Geometry Foreign Language I or World History	**English II** **Biology** Geometry Drafting
11	**American History** English III Science Foreign Language II or Math	**American History** English III Chemistry Foreign Language II	**American History** English III Chemistry 3rd year Math
12	**Problems of Democracy** English IV	**Problems of Democracy** English IV	**Problems of Democracy** English IV Physics 4th year Math

Required subjects are in bold face

INDUSTRIAL ARTS

COURSE	9	10	11	12
BUILDING TRADES	**English** **Citizenship** 1st yr. Woodwork General Science or 1st year Drafting	**English** **Biology** Alg. or Gen. Math. General Metal I	**American History** English { 2nd yr. Wood. } { 1st yr. Draft. } or { 2nd yr. Draft. } { 1st yr. Wood. }	**Prob. of Democ.** Physics or Chem. { 2nd yr. Draft. } { 1st yr. Elect. } or { Arch. Drafting } { 2nd yr. Wood. }
METALS	**English** **Citizenship** General Science 1st year Drafting	**English** **Biology** Alg. or Gen. Math. General Metal I	**American History** English Auto Mechanics 1st yr. Electricity	**Prob. of Democ.** General Metal II
ELEC-TRICITY	**English** **Citizenship** General Science 1st yr. Woodwork	**English** **Biology** Alg. or Gen. Math. Auto Mechanics	**American History** English 1st year Drafting 1st yr. Electricity	**Prob. of Democ.** General Metal 1 2nd yr. Elect.
DRAFT-ING	**English** **Citizenship** General Science 1st year Drafting	**English** **Biology** Alg. or Gen. Math. 2nd yr. Drafting	**Am. Hist. & Eng.** General Metal I or Auto Mech. 1st yr. Woodwork	**Prob. of Democ.** 3rd yr. Drafting or Arch. Drafting 1st yr. Elect.
AGRI-CUL-TURE	**English I** **Citizenship** General Science Agriculture I	**Biology** **English II** Agriculture II	**American History** English III Agriculture III	**Prob. of Democ.** Agriculture IV

*Science and Mathematics are recommended for Agriculture courses—*Mathematics & Science should be elected for Ind. Arts courses. Printing may be elected by seniors.

Look up the requirements of the school you plan to enter. Some schools require a B average. Personal typing should be taken as a fifth subject.

Most hospitals require a B average. Look up requirements of hospital you plan to enter.

Agriculture is designed primarily for those boys who live on farms. Boys living in town desiring to take it must have permission from the instructor.

Cumulative Record

Cumulative record is a file which is kept for each student entering Lincoln high school. It has the background of achievements, interests, and attendance from the schools previously attended. It is important in the social and scholastic development of the individual. From the time a student enters Manitowoc's public school system, a record of this kind is kept for him and this record follows him from grade to grade.

These records are kept in the assistant principal's office, where teachers and administrators may use them at any time. They are maintained by the office staff and the homeroom teacher. They present a picture of the student in very brief form; that is, his marks, his interests, his activities, his attendance record, his honors, and other important data.

The cumulative record is very useful in placing students in jobs and recommending them to schools and colleges. Not only are these records useful when the student has graduated, but also while he is in school. Some of these uses are: helping to determine the student's course of study, and aiding in identifying students problems and determining ways of solving them, whether educational, vocational, social, or personal in nature. With this record of facts, the school can help its students, both in school and in later years.

DAR

DAR citizenship award is sponsored every year by the

Daughters of the American Revolution.

Every year a senior girl is selected by her class and members of the faculty for the award. Her name, as well as those of candidates from the entire state, is sent to Madison. One name is drawn, and this girl is awarded a $100.00 United States Savings Bond.

Deans and Counselors

Deans and counselors handle the problems concerning the students at Lincoln.

The Dean of Girls advises girls, both in groups and individually, on all matters--personal affairs, appearance, boy-girl relationships, conduct in and out of school, study habits, relationships with other pupils, teachers, and prospective employers, and in the selection of courses.

The Dean of Boys advises boys on personal matters, confidential matters, student-teacher relationships, home-school relationships, achievement in class, relationships with the community, and general guidance.

Dramatics

Dramatics instruction, in addition to public speaking, is given in the speech art classes.

Students interested in dramatics may use abilities related to dramatics in the class plays (see), in various auditorium programs, pep skits, and in the one act play festival (see) sponsored by the speech arts classes.

Drivers' Course

Drivers' course is a required course for sophomores. This class meets once a week during the semester during which they have physical education twice a week.

Dropping Subjects

Dropping subjects is not permitted unless; (a) a teacher

requests that the student drop the subject because of certainty of failure; (b) a student must change his course to fulfill college entrance requirements or to prepare for a specific position; (c) a student is trying to carry five subjects and is failing in one or more of them; (d) the student is in bad health. No other reason is acceptable.

To drop a subject a student must present a written request from his parent, secure written permission from the teacher of the subject and the department head, and have the written consent of the principal or the assistant principal. Homeroom teachers may recommend dropping a subject, but may not change a student's program. Students are not allowed to carry less than four full-credit courses except with special permission.

Fifth subjects, even though not needed for credit, may not be dropped except for the reasons given above. Failure in a fifth subject is included in the record of a student, and is counted in determining his average.

Eligibility

Eligibility rules are the same for all extracurricular activities, whether athletics, forensics, music, publications, or offices of responsibility in the class or school. A student of either sex who cannot meet the minimum WIAA scholastic standards (see) is ineligible not only for athletics but for any other activity, office, or committee work. Those who are scholastically ineligible should devote their whole time to their classroom work.

Violations of the rules concerning honesty in the classroom (see) smoking (see) and alcoholic beverages make the student completely ineligible for all activities for the time and under the provisions laid down in those sections. The only exceptions to this general rule are that members of the first band, pit orchestra, mixed chorus, journalism class, or any other group which receives academic credit may continue their classroom work in these subjects. They may not, however, make any

public appearances with the group or accept any office of honor or responsibility connected with it. For full details see the three sections referred to above, as well as the regulations which apply to each activity.

Excuses (See Absence)

Expenses (See Fees)

Extra Subjects

Extra subjects may be carried in addition to the normal load of four subjects. A student may not carry fewer than four subjects each semester without special permission from the principal's office. A fifth full-time subject may be taken if the student has at least a one grade-point (C) average.

Extra subjects may not be dropped except in cases of illness or failure (see Dropping Subjects).

Failures

Failures are marks below passing, indicated by an E on the report card. The numerical passing mark is seventy. Failures are on a semester basis; any such marks in required subjects must be made up by repeating the course at the first opportunity.

A condition (marked cond.) is sometimes given at the end of the first semester, meaning that credit for the first semester is conditional upon the student's doing satisfactory work in the second semester. Conditions are not given at the end of the second semester.

The mark Inc. (incomplete) is given when, because of illness, absence, or other cause, the student has not turned in sufficient work to warrant a grade or to earn credit. In such cases credit for the course will be withheld until the situation is adjusted to the satisfaction of the teacher. Incompletes are not given at the end of the second semester unless definite plans for summer make-up have been approved and filed in the office.

Fees

Fees required are:

1. Hall locker key, 25 cents (refunded when the key is returned at the end of the year).

2. Gym lock, $1 (25 cents is charged for each year the lock is used. Remainder of the $1 is refunded when the student graduates or leaves school).

3. Industrial arts locker (charge is the same as the gym lock).

4. A towel fee is required of each boy and girl enrolled in Physical Education. This fee is to be paid to the Physical Education department at the opening of school in September and again at the beginning of the second semester.

5. Usually there are no class dues. Occasionally an assessment is required. Each year the Student Council gives a certain amount of money to each class for its activities.

6. Other fees are required in auto mechanics classes, chemistry classes, and physics classes. The fee covers breakage and use of equipment. If total fee is not used, the unused portion is returned to the student at the end of the course.

Some classes require that the student buy a workbook, a notebook, a magazine, or a newspaper.

FFA

FFA membership is open to any boy enrolled in a vocational agriculture class. The local chapter has been granted a charter by the state organization and is a member of the state group. Many awards and scholarships are available through FFA work. There are four degrees in FFA: Green Hand, Future Farmer, State Farmer, and American Farmer. Many state and national contests are sponsored by FFA, such as speaking contests, quartet contests, and judging contests.

Fire Drills

Fire drills are held monthly during the school year to acquaint students with the procedure to be followed in case of actual fire. A special alarm is sounded; and when it is heard, students immediately leave their rooms under the supervision of their teachers. Students should walk briskly in single file without talking.

Directions for leaving each classroom and going out of the building are posted in each classroom.

First Aid (See Course of Study, Physical Education)

First Day of School

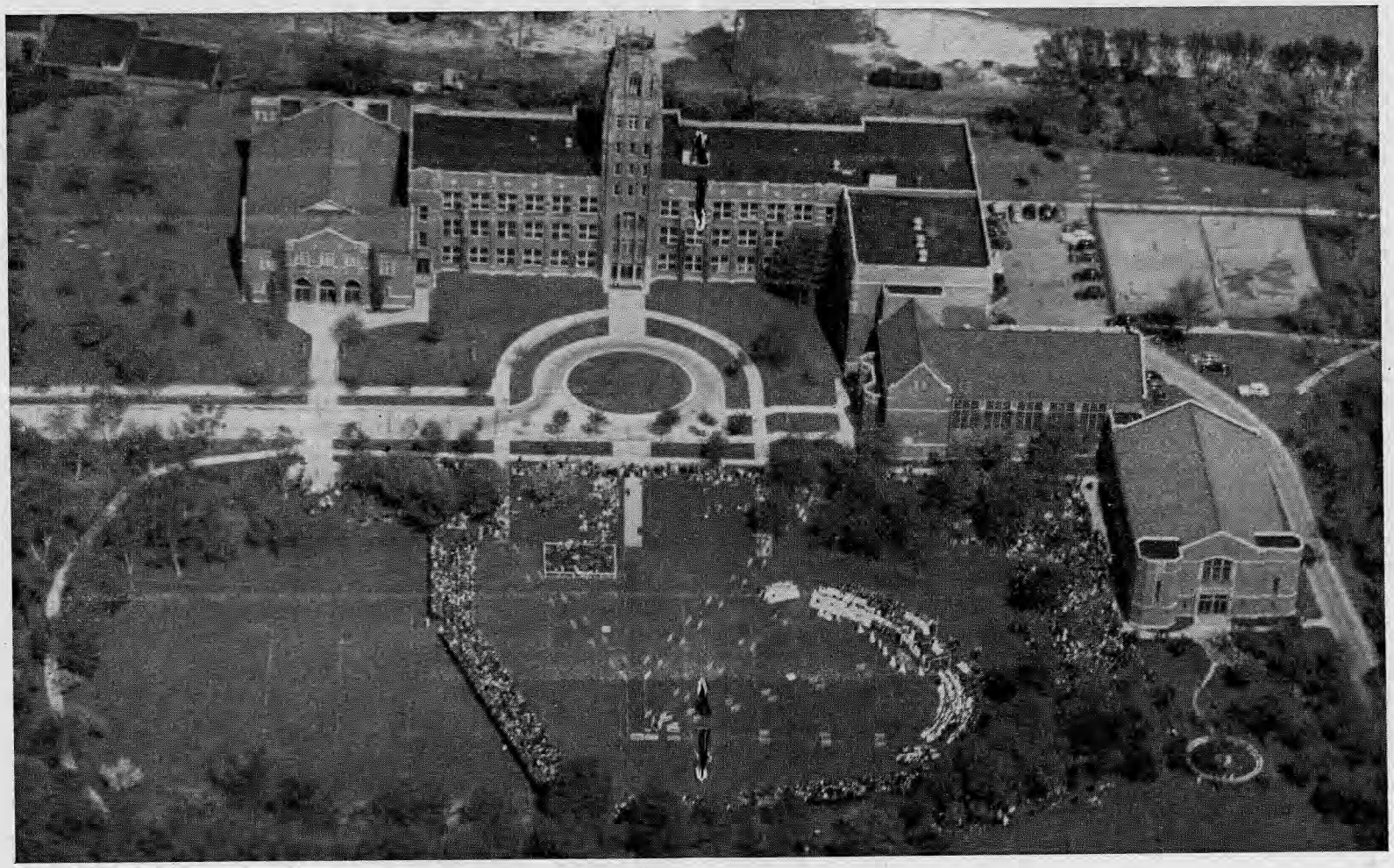
First day of school, all students report to homerooms. Programs for the first semester are issued to the students. Students copy these, get their locker keys, and then go to regular classes for the remainder of the day to receive books and assignments. (see Fees, Lockers).

Out-of-town students must report to the office to enroll for the school year about a week before school starts. Notice of the exact date will appear in the newspaper. These students are required to bring report cards or a record of the courses they have taken and the credit and grades they have received. At this time they also fill out their program for the year.

Flambeau

Flambeau, Lincoln's yearbook, gives a pictorial review of scholastic, extracurricular, and social life. The **Flambeau** is included in the activity ticket, and in the three-in-one-plan. Individual subscriptions may be purchased.

The **Flambeau** is published by students under the direction of the publications' adviser. The staff members are chosen from students with journalistic training and must meet the school extracurricular eligibility requirements. The business



manager must have taken bookkeeping and, though not required, preferably journalism.

One period of each day is set aside for **Flambeau** staff work, some work also being done after school and on Saturdays. The staff works the full school year, and the yearbook is issued the Friday before graduation.

Flashes (See Hi-Tower Flashes)

Flower Girls

Flower girls are under the direction of the woman adviser of the senior class. Junior girls are chosen to be flower girls if they can meet school eligibility rules and are in the upper third of their class and in attendance for one year. The flower girls practice with the prospective graduates and are arranged according to height. The flower girl must supply her own semi-formal dress, flower basket, and flowers.

Football (See Athletics)

Foreign Students

Foreign students, usually three or four seniors, have been enrolled at Lincoln High School for the past several years. It is believed that this type of foreign exchange is beneficial to all parties concerned, and it is hoped that the exchange may continue indefinitely.

F R V C

FRVC (Fox River Valley Conference) was organized in 1923, primarily for athletic purposes. At present the eight member schools are Appleton, Fond du Lac, Green Bay East, Green Bay West, Manitowoc, Oshkosh, Sheboygan Central, and Sheboygan North.

The conference plays full schedules in football, basketball, tennis, and track. By a decision made in March, 1946, the Conference will officially recognize championship teams in each of these sports, and such others as may be added from time to time.

G A A

GAA, Girls Athletic Association, sponsors the intramural program for high school girls.

The association is governed by an advisory board composed of the officers, homeroom managers, and the club advisers. The president calls a meeting of the advisory board whenever one is needed. Business discussed at the meeting is reported to the homerooms by the homeroom managers.

At a meeting in the fall, just after school convenes, the sophomore girls nominate members of their class to be nominees for the offices of Treasurer and Assistant Point Secretary. Nominees for the offices of President and Point Secretary are chosen from the senior class and nominees for the offices of Vice-President, Secretary, and Assistant Point Secretary are chosen from the junior class. Juniors and Seniors who have made a minimum number of points in GAA activities previous to the election automatically become nominees for the above offices.

The ballot is printed and voting takes place in homerooms under the direction of the homeroom representative.

The intramural program consists of such sports as speed-away, basketball, volleyball, track, baseball, badminton, tennis, checkers, table tennis, old mill, archery, and a free throw contest. Other activities are the boy-girl party, dip and dine, hare-and-hound chase, Christmas party, the treasure hunt, and sport's day.

Letters and emblems are awarded each year. A girl having five hundred points is awarded a triangle with the GAA emblem on it. Anyone earning fifteen hundred points is awarded an M. For each sport there is a student head and an assistant student head, who usually earn one hundred points and fifty, respectively, toward an award.

These sport heads are chosen from among the Officials Club membership. The Officials Club, Honorary Swimming, and Tennis Club are all clubs within GAA. The Officials Club is re-

sponsible for the administration and officiating of all intramurals for girls.

Points are given for participation, acting as team captains, for life-saving tests, and outside activities. All girls who sign for a sport and do not report are penalized.

A schedule of games for the entire season is posted previous to the dates played. For a first offense a girl forfeits 25 points, for a second she forfeits a like number of points and her place on the team.

Each homeroom has a manager who posts notices daily, collects dues, sells tickets to GAA events, and acts as an advisory board member. Points are awarded annually to all homeroom managers who fulfill their jobs well.

Girls may sign for sports in either the noon or after school league; both leagues offer the same program. Although regular first call slips are not issued, contests scheduled are considered first call requests during seventh hour once a week.

Golf (See Athletics)

Graduation

Graduation is held annually on Wednesday of the last week of school in the high school bowl. Girls graduate in semi-formal dresses in pastel shades, and boys in suits. Undergraduate boys serve as ushers; the flower girls are juniors (see flower girls).

The graduates march down the steps to assigned seats while the band plays. Marching partners must be of the same sex and approximately the same height.

After a short program prepared by the graduating class, diplomas are presented by the president of the board of education. The ceremony closes with the singing of the ALMA MATER, followed by TAPS played from the tower.

Graduation Requirements (See Course of Study)

Guidance

Guidance is given by every teacher to aid students in filling out their programs, helping them plan for the years following graduation, helping choose a vocation, and adjusting difficulties as they arise. Each student's homeroom teacher is his adviser, and each student should discuss his future plans with his adviser. A student usually has the same adviser all three years.

To assist students in further planning for their future, a considerable amount of material about vocations and colleges has been collected and is on file in the guidance room. Students are invited to the guidance room to make use of all the information there during any free period. A number of books on various occupations are available in the library.

Gymnasium Class Equipment

Gymnasium class equipment is furnished except the following:

I. Boys:
- tennis shoes
- socks
- khaki gymnasium shorts
- white jersey, sleeveless
- school lock for basket, $1. (25 cents refunded at the close of the senior year).

All boys are to report to the first gym class dressed in gym uniform.

Equipment must be kept clean. Inspection will be held at frequent intervals.

II. Girls:
- green gymnasium suit
- green or white socks
- tennis shoes
- sweater or sweat-shirt
- slacks or snowpants
- swimming cap
- school lock for locker, $1. (25 cents refunded at the close

of the senior year).

Equipment must be kept clean at all times. Inspections are held at regular intervals.

(See Fees for further information)

Hand Book (See Student Handbook)

Hi-Tower Flashes

Hi-Tower Flashes is the Lincoln high school newspaper that is published bi-weekly by a student staff. A subscription is included in the activity ticket or as part of the three-in-one plan. Individual subscriptions may be taken or each paper may be purchased separately.

All staff members must meet the school extracurricular eligibility requirements, and the staff sets aside one period a day during the full school year to work on the Flashes.

Students interested in positions on the Flashes' editorial staff should take the regular academic course in journalism, where regular assignments and a chance to work for various positions are given. After having 25 inches of printed material to their credit and qualifying as to responsibility, students are listed as reporters.

Those interested in positions on either the business or photography staffs of the three publications should report to the publications office, the fourth floor in the Tower, where the adviser asks for applications. The business manager must have taken at least one course in bookkeeping. Journalism students are given preference.

Homecalls

Homecalls are made during the early part of the school year, when each teacher spends several afternoons making calls at the homes of some of her students. These calls enable the teacher and the parents to work together more effectively in promoting the welfare of the student.

Homecoming

Homecoming is the major athletic and social event of the fall. The Student Council with the aid of the Pep Club sponsors this event, which includes a parade, pep meeting, dance, and election of a Homecoming Queen.

The senior class elects the Queen. The six girls receiving the most votes on the first ballot are considered candidates. The one receiving the greatest number of votes in the second election becomes Queen and the other five compose a "Court of Honor." The Queen then chooses a "King," who is a member of the football squad. Together they reign over all Homecoming festivities.

The organization of the parade, the development of pep within the student body for this occasion, and putting on a pep stunt for this specific pep meeting is turned over by the Student Council to the Pep Club.

To stimulate interest the Pep Club gives prizes to the class that shows the most pep, has the best float in the parade, and puts on the best stunt at the Homecoming pep meeting. Outside judges are appointed due to the intense class rivalry.

The Homecoming Chairman usually acts as master of ceremonies for the program held during intermission of the homecoming dance. During the program the football team, the court of honor and their dates are introduced and the King and Queen are officially crowned.

Home Nursing

Home Nursing is a required course in which senior girls are registered for one hour a week for one semester — the semester in which they have physical education twice a week.

Homerooms

Homerooms are assigned to students alphabetically by grades, on basis of credits earned (see Class Membership). So far as possible, students in one grade are assigned rooms on the same floor. A student ordinarily has the same homeroom throughout his three years.

Homework

Homework, from one to two hours every night, is expected of each student. This is in addition to class time and time spent in study hall or library.

If a student's marks are not satisfactory, the parents should investigate. Teachers are always willing to work with parents and guardians in an effort to assist and understand the student.

Honesty

Honesty is expected of every student both in the classroom and out of it. A student giving or receiving help on an examination will be marked zero and not allowed to make up the work covered by that examination. No credit will be given for any classroom work which is copied or otherwise dishonestly prepared, whether in the classroom or not.

Teachers will report cases of dishonesty in classroom work to the principal. Students reported will be ineligible for athletics for a period of one year from the beginning of the sport season in which the offense occurred, and shall forfeit any awards earned in that season. In the case of any other awards and honors, extracurricular activity, or position of responsibility, the ineligibility shall extend for a period of one calendar year from the offense, and the student shall forfeit all awards during the current school year.

Honor Rolls

Honor roll is a list of the students with above average grades. It is published in the **Hi-Tower Flashes,** the **Manitowoc Herald Times,** and posted on bulletin boards. To qualify for the honor roll, a student taking four subjects must have at least three A's. The fourth mark may be either an A or B. If a student is taking five subjects he may have three A's but no more than one C. No student may be on the honor roll with a mark lower than a C.

Physical education marks are not counted, but music OK's may be translated into a letter grade provided the instructor

issues a statement to that effect.

The names of those students qualifying for the honor roll the first three six-week periods of the year are published in the **Flambeau.**

Industrial Arts Department

Industrial Arts department gives shop and drawing courses in the new Industrial Arts building which was built during the summer of 1949. This building is located on Green street just south of the high school. Students from Lincoln going to the building each period leave by the south door and follow the sidewalk past the tennis courts. **Students are not to use the stone walk.** Students are allowed three minutes extra between classes to get to and from their shop courses.

Students are not permitted to drive cars or other vehicles between periods. Students wishing to bring cars to the Auto Shop must park them on Green street, east of Ninth street, before school in the morning and afternoon.

Courses given in the Industrial Arts Department include agriculture, auto mechanics, drafting, electricity, general metal, sheetmetal, woodwork, and printing. All are full year courses giving one non-academic credit per year.

Junior Prom

Junior Prom is the annual formal dance held on the first Friday after Easter, given by the junior class in honor of the senior class. All seniors are issued guest invitations, and all students are eligible to attend. The prom code is determined by the student council.

The junior class president is prom King or Queen. By tradition he or she chooses another junior as a partner. The prom King or Queen lead the right wing of the grand march; the senior class president and his partner the left wing; the general prom chairman and his partner follow the King and Queen; the sophomore president and his partner follow the senior president. Next come the other officers of the three classes and their partners.

Junior Red Cross

Junior Red Cross holds its meetings every week during the noon hour on Monday. Its advisers are chosen from the faculty and members are selected from the best of the junior high council.

Members of the Junior Red Cross are divided into groups or squads that work with the American Red Cross at the county headquarters, packing supplies for both foreign and local service. The Junior Red Cross is a branch of the American Red Cross.

One of the most important undertakings of the Council is the annual Red Cross membership campaign held in the fall.

Junior Rotarians

Junior Rotarians are sixteen senior boys chosen to meet with the Rotary Club at its regular meetings. Two boys serve for each of the eight months. The boys are chosen on the basis of scholarship, leadership, and all-around school citizenship.

Letters (See Athletics)

Library

Library is open to students from 7:50 to the end of the fourth period, and from 12:20 until 3:50.

All books in the library, except those on reserve, may be charged out for a period of two weeks. Books set aside by teachers for special class use may be used by the students any hour during the school day or may be checked out for overnight use. Overnight books must be returned before school on the following day. A charge of one cent a period is made for all overnight books kept over time. A charge of one cent per day is made on all regular two-week books which become overdue. Report cards may be withheld if fines on overdue books are not paid. The student librarian in charge, under the supervision of the librarian, checks all books going out or coming in.

Magazines, newspapers, and pamphlet material may be drawn from the library for overnight use by students signing special slips.

To use the library during school hours, the student must sign in his study hall. Fourteen students may come to the library each period from each of the three study halls.

Students, if necessary, may get special passes from teachers to be assured of getting to the library in order to obtain material for that teacher's class during study hall period. The list from each study hall must be presented to the librarian, who checks and returns it to the study hall teacher. Teachers will not allow students to go to the library except for the whole period, and no student may go to the library more than once a day during study halls.

Library Staff

Library staff is made up of credit students from all three classes. Those who work for a subject credit are on duty one period a day and receive one-half credit for a year's work. Those interested in taking library work may obtain an application from the librarian. It must then be approved by the guidance director or principal. Library may be taken only in addition to four units.

Lincoln Log

Lincoln Log is the high school's weekly radio publication.

A staff composed of seniors, juniors, and sophomores who show talent for radio work devote free time to make this production possible.

The director advises and works with the staff, getting material and putting the program together.

The three main work divisions—technical work, scriptwriting, and announcing—are open to anyone who will contact the adviser.

Radio station WOMT broadcasts the fifteen-minute program weekly.

Lockers

Lockers in the hall are provided for the student's books and clothes. If two students share a locker, each must deposit twenty-five cents for a locker key. This amount is refunded when the key is returned. Locker partners must be of the same sex, and from the same homeroom, unless they belong to the band or orchestra, who are assigned lockers convenient to the rehearsal room.

The teachers in charge of physical education classes assign a locker to each girl and a basket to each boy. For further information, see Fees.

Members of varsity athletic teams are assigned individual lockers in either the first or second team locker room. These lockers may be used for the duration of the sport concerned, and may not be shared with non-team members. The team member is responsible for the condition of the locker and the equipment in it, and frequent inspections are made by coaches. All lockers must be kept locked.

Lost and Found

Lost and found department is located in the assistant principal's office. Valuables found should be deposited with the secretary, and other articles may be left on the cart in the outer offiice.

Any lost articles turned in will be kept for a reasonable length of time. At several intervals during the year auctions are held to dispose of accumulated articles that have not been called for.

This service is sponsored by the student council.

Every night after school, a student council representative will be on duty from 3:11 to 3:15, and the lost articles may be claimed at this time.

Lunches

Lunches carried by students are to be eaten in the places

provided for this purpose. Girls are to eat their lunches in room 215, boys in 105.

The interval between second and third periods is lengthened two minutes to provide opportunity for students, who wish to do so, to lunch. Lunching at any other time is not permitted.

Lyceum Programs

Lyceum programs are given periodically during the year to provide a variety of professional entertainment for students. Nine or ten programs are given and the cost is included in the activity ticket. The programs are selected by a committee of teachers and Student Council members. A class period is omitted on days when lyceum programs are held. Those not attending go to room 105, which is supervised by appointed teachers.

Manitou

Manitou is a literary magazine published twice a year. It is included in the activity ticket or as part of the three-in-one plan.

All staff members are required to meet the school extracurricular eligibility requirements.

The **Manitou** conducts a creative writing contest during the fall. Prizes are awarded for first and second places in each division, and the prize-winning entries, as well as many others, are published in the first issue of the magazine. A student may submit as many entries as he wishes. The judging is done under the chairmanship of the head of the English department by a group of teachers who read and rate the entries without knowledge of the authorship.

An editorial reading board is selected for the second **Manitou** by English teachers. It is composed of members of the staff and other interested students. The board selects the articles to be published.

The editorial staff is chosen from students with journalistic

training. The business manager must have taken at least one course in bookkeeping. Journalism students are given preference.

Marking System

Marking system: The passing grade is seventy, but no numerical grades are placed on report cards. Instead, letters are used, as follows: A - excellent, B - good, C-average, D - poor, E - unsatisfactory, inc. - incomplete, cond. - conditional.

In some classes a special marking system is employed. The significance of the symbols used is explained to the students at the time such marks are issued.

Report cards are marked every six or seven weeks, or six times a year. Teachers are required to give one of the seven marks listed every reporting-period, and may not leave a blank. Individual cards are issued by the teacher of each subject. Teachers may put minus and plus signs, but not numerical grades, on the report cards; only the letter marks are copied on the office records. At the end of the 3rd and 6th marking periods a semester average is also given. This average may be computed numerically, but only a letter grade is placed on the card. This semester grade is not merely the average of the three quarterly marks, but should represent the teacher's estimate of the student's whole semester of work. It may include a semester examination grade or other material.

For determining rank-in-class, National Honor Society, and other honors, a numerical system is applied to letter grades. This system is not based on averages, but on grade-points, and follows the college system. Only semester averages are considered in this calculation, and the values are assigned as follows: A is 3, B is 2, C is 1, D is 0, and E, inc., or cond. is -1. The points for all semester grades are averaged to determine rank in class. Freshman marks are counted in all calculations, which are based on the first seven semesters. Candidates for the National Honor Society must be in the upper third of their class. Although marks for the eighth semester are not averaged for

rank-in-class, they are sent to colleges and to employers, and no student can afford to let down in the last semester.

The music department does not give letter grades except in harmony and appreciation, but simply an OK. Physical education grades are not averaged, but passing marks in physical education are required, under penalty of make-up. To use a music mark for honor roll purposes, a written statement from the instructor is required. (See Honor Roll).

Mixed Chorus

Mixed chorus membership is open to any student who can pass the voice requirements set up by the director. The chorus sings at the mid-winter concert, the spring festival, the annual spring concert, and at other special occasions. A Christmas program is usually given for the student body and over radio station WOMT. An operetta is given every three years. Both accompanied and A Cappella singing is done.

The chorus meets five times a week, and receives one credit a year. Chorus robes are furnished by the school. Members of the chorus receive points toward the music M award. These points are earned by special outside work and performance.

A second chorus acts as a training group for the first chorus. It meets daily and offers one credit a year.

National Honor Society

National Honor Society is organized to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of American secondary schools. Membership in any chapter is based on scholarship, service, leadership, and character. It is limited to the appointing of not more than five per cent of the junior class during the sixth semester and the appointing of not more than ten per cent of the senior class during the last semester before graduation. Appointment to membership in the National Honor Society is determined by the student's rank in class.

Noon Movies

Noon movies are presented each year as a service to those that carry lunches. They are shown at approximately 12:25 one day each week, and last for about a half-hour. Reels shown are cartoons, sports, music, and other subjects that are of interest to the students. These movies are presented by the Movie Projector club.

One Act Play Festival

One Act Play Festival, consisting of several one act plays, and variety numbers, is held annually at approximately semester time. The plays are under the direction of the speech arts teachers. The casts consist of members and former members of the speech arts classes. The plays are sometimes presented singly before civic organizations.

Open House (See Parents' Evenings)

Operettas

Operettas, sponsored by the music and dramatic departments, are given at intervals of two or three years as conditions warrant. Tryouts are held for major parts, and members of the mixed chorus at Lincoln are chosen for the operetta chorus. Those participating must meet school extracurricular requirements. Points toward a music letter are given for participation.

Orchestra

Orchestra is open to any student who has had some experience with a stringed instrument. Practice is held daily, five times a week, and members receive a full credit a year. The orchestra performs for all plays, the operetta, the spring festival, the mid-winter concert, assembly programs, and other public occasions. Orchestra members are eligible for the music M based upon performance and rehearsal outside regular school hours.

Parents' Evenings

Parents' evenings are held at least twice during the school year, at which time the parents are urged to come to the school. A program of general interest to the parents is usually presented in the auditorium. After the program, parents are offered the opportunity of seeing some work that has been done in classes. Opportunity is also afforded at these times for parents to confer with teachers concerning the progress which their children are making in school.

One of these evenings is held during American Education week. The other is held sometime in early spring.

Part-Time Work (See Vocational Guidance)

Pep Meetings

Pep meetings are held in the auditorium usually at the end of the sixth period on the days of major home athletic contests.

The purpose of these meetings is to create school spirit on the part of the student body toward athletic contests.

Cheers and songs at the pep meetings are handled by the cheerleaders. Skits are written and produced by committees of interested students. Anyone interested in taking part in skit production should see Mr. Kanzelberger. At the end of the meeting, the school song is sung and students are dismissed by sections.

Permits to Leave

Permits to leave the grounds during school hours can be granted only by the principal or assistant principal. This consent is given only if the student brings a written statement from his parent or guardian or in cases of illness. Parents will not be called if the statement is forgotten, and in case of illness a student will not be sent home until a parent has been

consulted. From the time a student enters the building until he leaves for home at the close of school he is governed by school regulations. This is a state law.

The board of education has ruled that no student is to be excused to take part in any program of non-school organizations which meet during the school day. Exceptions can be made only by special permission of the superintendent.

Dental and medical appointments during free periods may be approved if the request is made sufficiently in advance.

The fact that permission to leave has been granted does not excuse the student from making up any classwork which was missed.

Prom (See Junior Prom)

Quill and Scroll

Quill and Scroll is an international honor society for high school journalists. To become a member, a student must be a junior or senior ranking in the upper third of his class. He must have done superior work in writing, editing, or business management on the staff of either the **Flambeau, Hi-Tower Flashes, Manitou,** or **Handbook.** Recommendations for membership are made by the publications adviser, and approved by the principal and assistant principal.

Upon payment of dues, amounting to $2.25, the student paying half and the publication fund half, a member receives a gold pin and a subscription to the Quill and Scroll magazine for one year. Editors-in-chief and business managers who are members of the Quill and Scroll may wear an additional gold bar with the designation of their position attached to their pin.

At its annual spring banquet open to publications staff members, the Quill and Scroll initiates the new members.

Red Cross (See Junior Red Cross)

Red White Day

Red White day, usually held in February, honors Lincoln's basketball teams. On that day, all students wear the school colors. Originated several years ago, Red White day has become a tradition. It is sponsored by the Pep club. Red and white posters and decorations are placed in the halls. Other novelties are also made and sold. A dance follows the game.

Report Cards

Report cards are issued six times a year. A separate report card is provided for each subject and is issued by the teacher concerned usually on the Wednesday following the close of a marking period. The containing envelope must be signed by the parent or guardian and returned to the issuing homeroom. The cards are to be returned to the teacher who issued them by the following Wednesday. At the end of the year seniors receive their cards on the morning of graduation, while juniors and sophomores call for them on the afternoon of the last day of school.

Students get their envelopes from the homeroom teacher in the morning and marked cards are collected as the student goes from class to class. Only the standard marks are used (see Marking System) although the teacher may add plus and minus signs on the report card. These signs are not recorded on the office records, and no numerical grades are given. The teacher signs her name the first time she marks a card.

Envelopes must be returned, properly signed, to the homeroom teacher by Wednesday following the date of issue. A card may not be held out until an incomplete is made up, but should be signed with the incomplete on it.

Students making any unauthorized changes on their report cards will be severely punished. Between report card periods the cards are on file in the classrooms.

Rooms

Rooms are numbered from 102-117 on the first floor, from 201-223 on the second floor, and from 301-318 on the third floor. Odd numbers are on the east and south side of the hall, even numbers on the west and north. The numbers begin at the north end of the main hall and continue in order to the west end of the wing.

Some rooms are not numbered. Among these are the nurse's office and the head office of the athletic department. Room 309 is also called the Music Room. Room 212 is a visual education room. A number of other classrooms are now equipped to show movies. On the second floor are the library and the bookroom. On the first floor are the auditorium, the office, the guidance office, the kitchen, the cafeteria, and the locker rooms and physical education offices.

The shops are numbered from 1-7 and are located at the south end of the grounds.

Scholarships

Scholarships are a means by which the student is able to defray part of the cost of his college education. Seventy-five thousand college students hold scholarships valued at more than $14,000,000 annually. Some colleges also award grants-in-aid, usually for some specific project or purpose.

Most colleges, especially the larger ones, award scholarships to high-ranking students who have been accepted for admission and who need financial assistance. These scholarships often cover tuition and fees, and sometimes certain living costs as well. The student does not usually specify the exact scholarship for which he is applying, but merely submits to the college a general application for a scholarship. It is easier to obtain a scholarship for the last three years, after he has proved his ability at college, than for the freshman year.

Information on scholarships may be obtained in the guidance office.

School History

School history: Until July 1, 1910, Manitowoc was divided into three distinct high school districts. There was a North side high school, a First Ward high school, and a Third Ward high school. The first classes were graduated (a) from the North side in 1876, (b) from the First Ward in 1889, and (c) from the Third Ward in 1892. A union of the three districts was effected by popular vote in 1910. Up to that time, the North side had issued 447 diplomas, and the First Ward 217. Since 1910 the Central high school, now Lincoln high school, has graduated approximately 10,450 students.

The old Third Ward school was used for high school purposes from September, 1910, to January 25, 1924. The shift to Lincoln high school was made on Monday, January 28, 1924, at which time there were 951 pupils enrolled in four grades. The enrollment in March, 1954 was 1212 in three grades. The Vits Memorial Natatorium was added in 1930. The third floor wing was built in 1942; and woodworking shops, fronting on Green street, were used for the first time in September, 1946. In 1949 additional shops were opened which provide facilities for a varied program of industrial arts and agriculture.

In 1950 the homemaking rooms were remodeled and modernized. The next year chemistry and physics laboratories were modernized through installation of new equipment.

School Songs

ALMA MATER

(tune: **The Marine Hymn**)

With her tower rising to the sky
In the morning sun's red glow,
Where the white clouds like her banners fly,
And the lake lies blue below—
There stands Lincoln, Alma Mater,
You can see her from afar;

And the light up on her tower high
Shines out bravely like a star.

Hail to thee, our Alma Mater;
Hail thy colors, red and white!
All thy loyal sons and daughters
Will defend thee in the fight.
Red for valor, white for purity,
To our colors we'll be true;
As our Ships sail on to victory,
Lincoln High School, hail to you!

—Dolores Heinzen, '43

L. H. S. FIGHT SONG
tune: **(Notre Dame Victory March)**

Fight, fight, for old Lincoln high;
Up on the hilltop, towering the sky!
Let each loyal heart beat true,
Helping the school its best to do.
U-rah-rah!
Up go our voices loud and clear.
Dear Lincoln High, you never need fear,
While we're here to help you cheer,
We're cheering for victory!
We're saying—(repeat)

—Ethel Barker, '31

LINCOLN HIGH IS ON THE MARCH

Lincoln high is on the march;
We're marching on to win another game;
Lincoln high is on the march;
We're marching on to live up to our fame.
We are bound to mow 'em down,
So we can win the crown for our home town;
The red and white is full of fight,
And Lincoln High is on the march.
For we are all u-nit-ed;
Yes, we are all u-nit-ed,

We're one for all and all for one;
We'll fight until the goal is sighted.
(Repeat first stanza)

LINCOLN WILL WIN

Lincoln will win tonight,
Lincoln will win,
Our boys will pass the ball right over them,
U Rah Rah,
We'll keep the score up high, right to the end,
With the red and white,
Shining through the night,
Lincoln will win.
Hey!

LITTLE RED CABOOSE

Little red caboose
Chug, chug, chug.
Little red caboose
Chug, chug, chug.
Little red caboose behind the train, train, train, train.
Smokestack on its back, back, back, back.
Coming down the track, track, track, track.
Little red caboose behind the train
Woo! Woo!
We want more! We want more!
(repeat song)
(After the second time through yell)
SSSSSSSSSSSSSS
SSSSSSSSSSSSSS
Boom!
Ahhhhhhhhhhh
hhhhhh
Lincoln!

PEP SONG
(tune: **Washington Lee Swing March)**

We'll cheer for L-I-N-C-O-L-N!

When we see Lincoln,
Lincoln, fight again!
And for the school and team we know so well
We're going to yell, and yell,
And yell, and yell, and yell!
And when our boys in red and white appear
Then with our hearts and heads held high
We'll cheer!
And for the school and team,
Go on to fame!
Win the game!
Fight! Team! Fight!
(Repeat Song)

RED AND WHITE

(tune: **U. S. Field Artillery March**)

Cheer the Red, Cheer the White,
Cheer our colors in the fight.
Lincoln High School, we're fighting for you.
For the team give a cheer.
We're behind you, never fear;
Lincoln High School, we're loyal and true.
So let's fight; fight! fight!
And we'll keep our honor bright.
Cheer on the team to victory!
Where'er we go,
We'll conquer every foe.
Alma Mater, we're loyal to thee.
(Keep 'em fighting!)
Lincoln High School, we're loyal to thee.

—Dolores Heinzen, '43.

SHIP SONG

(tune: **Don't Give Up the Ship**)

School and team together,
Don't give up the ship.
Loyalty forever
We won't give up,

We won't give up the ship!
U-rah-rah!
Luck is all behind you,
And there'll always be,
Through thick and thin
And roaring din,
A spirit strong to help you win
We won't give up the ship! (repeat)

Marilyn McConnell, '48

WE WANT A BASKET

Fanfare
Shout: Yea Team!
Fanfare
Shout: Whose Team?
Fanfare
Shout: Our Team!
Fanfare
Sing
We want a basket.
Can't you see, we want a basket?
Can't you see?
We want a great big bruiser, husky and tall
To carry the ball
To win over all.
We want a basket.
Can't you see?
We want a basket and noise.
L-I-N-C-O-L-N !
We want a basket, boys!
Fanfare
Shout: Fight! Fight!
(7 times)
Repeat the song
(During football season the word "touchdown" is substituted for "basket.")

Smoking

Smoking, or the use of alcoholic beverages anywhere except in the home, eliminates students from partaking in any activity or accepting any position of honor or confidence from their class or the high school. In case of athletes, they shall be ineligible for a period of one year from the beginning of the sport season in which the offense occurred, and shall forfeit any awards earned in that season. In the case of any other awards and honors, extracurricular activity or position of responsibility, the ineligibility shall extend for a period of one calendar year from the offense, and the student shall forfeit all awards during the current school year. **Total abstinence is expected of members of interscholastic athletic teams during the season.**

Smoking is absolutely forbidden within the school building. Any student smoking or using alcoholic beverages in the school, on the school grounds, on the streets adjacent to the school, or on field trips sponsored by the school will be subject to suspension.

Social Activities

Social activities are sponsored by the Student Council or specific departments of Lincoln high school under the general supervision of the faculty.

Dancing is the chief social activity. The senior class dance is usually held in fall, the junior class dance in winter, and the sophomore class dance in spring. These dances are held for students of Lincoln high only. Each year the Student Council sponsors several dances — Homecoming and Mid-semester — to which both students and alumni are admitted. When music is furnished by the recording fund of the American Federation of Musicians, no admission fee is charged. At all other dances, admission is by activity ticket or single admission tickets.

The climax of the social year is the Junior Prom, the only formal dance, which is held in late spring. (See Junior Prom.) The GAA (see) also has an extensive social program.

Sophomore Orientation Day

Sophomore Orientation Day Program is held in the spring of each year for the incoming sophomores. The purpose is to acquaint the new student with the extracurricular offerings of the school, to introduce the school administrators and class advisers, to conduct the students to their homerooms, and then introduce them to their homeroom teachers, to give each sophomore the student handbook, and to take them on a conducted tour of the building. The Student Council has charge of this program.

Sports (See Athletics)

Sports Manager (See Athletics)

Stage Manager and Crew

Stage Manager and Crew may be anyone interested in becoming a stage manager or member of a crew should get in contact with one of the Speech Arts teachers. The managers and crew must prepare the stage for all performances presented during the school year whether given during school hours or not. They are also in charge of a variety of equipment belonging on the stage. Stage managers are eligible for awards in their junior and senior years.

Stamp and Bond Sales

Stamp and bond sales (government), are handled by the student council representatives in the homerooms every week.

Students who purchase stamps ten out of fourteen weeks each semester receive a ticket to the movie chosen by the student council. One movie is paid for by the student council and the other by the Movie Projector club.

Student Council

Student Council is a representative body of students selected

by homerooms, each having one representative. There is approximately one representative for every thirty students. The council elects its own officers: a president, vice-president, secretary, treasurer, and sergeant-at-arms. An adviser represents the faculty at all council meetings, but has no vote.

The chief purposes of the council are to promote all school activities, to cooperate with all other school organizations, to express student opinion, and to regulate those phases of school life specified by the principal.

The council sells saving bonds and stamps, sponsors the Homecoming and Midsemester dances, has charge of the March of Dimes campaign at Lincoln, sells activity tickets, sets up the tentative activity budget, helps with Homecoming activities, helps choose lyceum programs, provides students to introduce speakers in the auditorium, regulates the stairway-traffic system, lost and found department, and bulletin board, conducts several student assemblies, welcomes newcomers to Lincoln in the orientation program on the day before school starts, and assists any organization which asks for help in any activity which promotes the welfare of the school.

Council officers meet Monday to plan the program for the meeting of the whole council Tuesday noon.

The present council, organized in 1939, meets weekly, is a member of the Wisconsin Association of Student Councils and the National Association of Student Councils, and sends four elected delegates to the annual state convention and to the district convention. The council is governed by a constitution, copies of which may be procured at the guidance office.

Student Employment (See Vocational Guidance)

Student Exchange

Student exchange groups of outstanding juniors and seniors have an opportunity to visit another section of the country, to live in homes there for a period of time, and to become familiar with the ways and customs of their hosts. Lincoln students

serve as hosts when their visitors spend a similar period of time with them. This exchange of visits does much to promote a better understanding between distant sections of our country.

Student Handbook

Student Handbook is an official high school publication given free of charge to all sophomores and students new to our school. It is prepared by a student staff under faculty direction and is usually published every two years. New and revised editions are issued to all students in the even-numbered years. The **Student Handbook** is provided by the Board of Education.

Material is written chiefly by the student staff, but all material is checked for accuracy by the faculty member in charge of that activity. Staff members must be qualified under the school eligibility rules.

Headings of the articles are arranged alphabetically, thus eliminating the necessity for an index. Cross references are listed where subjects are closely related.

Student Pass System

Student pass system is used whenever a student leaves a class room or study hall and must secure a student pass from the teacher in charge. The teacher need not issue a pass in the following cases:

a) going to the library from a study hall.
b) going to a lavatory from a study hall.
c) during a home room period.
d) when called to the office within the last three minutes of a period.

Any teacher may stop a student during a class period to inquire whether he has a pass or whether his pass is properly filled out. If not, the teacher will return the student to the room from which he came so that he may secure a valid pass.

Study Halls

Study halls are located on each floor. Students who are not assigned to a class for a certain period will be sent to a study hall. At the beginning of the year the division of study halls is announced. Approximately those whose last names begin with A to H report to 105, from I to P to 215, and from R to Z to 303.

Students are to use study periods in preparing assignments or in doing library work. Those intending to go to the library must report to study hall for roll call and sign a slip giving them permission to go to the library. Under no circumstances may a student leave study hall without leaving a written record with the teacher as to where he may be found. Students will not ordinarily be permitted to leave study hall to get books and supplies which they have forgotten. Talking is not permitted in study halls, nor may students work together without permission.

All girls making up pool or gym will report there instead of study hall, except first hour. Those reporting for make-up will be cleared through the office by the physical education teachers. Study hall teachers should mark all not present as absentees; corrections will be made in the office. Students with first hour make-ups must report to study hall before going to physical education classes. (See Student Pass System)

Swimming (See Athletics)

Tardiness

Tardiness is penalized by detention during seventh hour. All work missed because of tardiness must be made up. Rural students riding on buses required to leave at 3:30 will be assigned to a make-up room during noon hour, instead of reporting at 3:11. Students tardy at 8:00 or 1:05 must report to the office before going to class or homeroom. There they will be given a tardy slip which must be presented to the teacher to

whom they report. Unless a student is actually in his seat when the bell rings, he is considered tardy.

When late for class other than 8:00, or 1:05, or study hall, students must report to that teacher at 3:11.

Telephones

Telephones in classrooms may not be used by students unless directed to do so by a teacher, but any student may use the main office telephone after obtaining permission, provided the call is brief and not of a social nature, and is made during his free time. Students will not be allowed to leave classes, study halls, or homerooms to make telephone calls, except in case of emergency. Students will not be taken out of class to receive calls unless they are urgent, and parents and employers are asked not to make calls except when absolutely necessary.

Long distance calls must be paid for by the student who is making the call, and the name of the person making the call written inside the cover of the telephone book to provide a record of all calls made.

Main office	6061
Principal's office	4673
Assistant Principal's office	2-1521
Guidance Director	2-1191
Auditorium and Tower	4060
Natatorium	4091
Industrial Arts Shop	2-2211

Tennis (See Athletics)

Testing Program

Testing program provides information for counseling and guiding students in their choice of subjects, activities, and vocations.

Entering sophomores are given a reading test to determine reading aptitude and the Wisconsin cooperative tests in science,

mathematics, and social science. The results of these tests are used in programming students and placing a student in the class most beneficial to him. Students deficient in arithmetic are later retested, and when advisable, are required to take arithmetic. Freshmen in the junior high schools and students entering Lincoln from another school system are given the Kuder Preference Test. These tests are not tests with right or wrong answers, but they are tests which show the interests and needed adjustments of a student.

Aptitude tests are given in the senior problems of democracy classes to students who request them. Students are urged to take as many of these tests as possible to determine weaknesses and disabilities as well as strengths and abilities. The Kuder Preference test and a Personality inventory are given all students in these classes.

The state of Wisconsin has a cooperative testing program. Students in the 9th and 11th grades are tested in this program. The scores on these tests are returned to the high school with the percentile rank of the students. The state makes these ranks available to the universities and colleges of the state. These ranks give the students an idea of their chances in competition with others of their class in colleges or universities.

The testing program is carried on by the guidance department, the various academic departments and the principal's office. Inquiries should be made of the guidance director or assistant principal.

Track (See Athletics)

Traffic

(In school)

Traffic in school halls is to the right at all times. Stairway traffic during the school day is both up and down. Students can help speed the traffic on stairways by keeping to the right.

To eliminate confusion in the halls, students should take

with them to their first class all books and material for the morning session and to homerooms all books needed for the afternoon. Only when it is absolutely necessary should a student go to his locker between classes. Teachers will not permit students to go to their lockers after the tardy bell has rung; if a student does not have everything needed for the day's assignments, the teacher may require him to report during the seventh hour.

A student may leave study hall to go to the lavatory by placing a slip on the teacher's desk. Only one person of each sex may be out of the room at the same time. Lavatory slips should have the student's full name and the time of leaving plainly written on them.

Stairway and hall traffic are supervised by student council committees. There is also a student council committee which administers the auditorium passing plan. Passing to the auditorium is directed over the public-address system. Under no condition is rowdiness, pushing, or running in the halls tolerated.

Traffic

(Street)

Traffic (street) regulations must be observed by all students that drive cars or ride bicycles to school. Cars belonging to students may be parked along the school grounds on Ninth street (but not on the other side of the street). **Only school employees' cars or cars delivering school supplies are permitted to use the drive way or the parking lot south of the building.** Only bicycles may be parked in the parking-space across from the school on Eighth street. No parking is permitted in the circle or on Eighth street south of Columbus.

Students are urged to co-operate with suggestions.

Transportation

Transportation is furnished to students who live within the city limits, but two miles from Lincoln high school. The stu-

dents who live outside of the city limits are furnished transportation by the districts in which they live.

Trophy Case

Trophy case, located on the second floor, contains all trophies won by the Lincoln high school in competitive events. It is also used to display art work, class rings, announcements, and other items of interest. All displays must be approved by the office.

Tuition Fee

Tuition is paid by all students who do not reside within the limits of the Manitowoc high school district. If the student resides in a district offering a high school course, his parents must pay his tuition. If there is no high school in the student's home district, the county in which he lives pays the tuition. A tuition blank must be filled out and filed with the principal at the beginning of each school year by all students affected. The following regulations apply:

1. The residence of the parents determines the residence of the student for school purposes. You are a tuition student if your parents' home is outside of the high school district even though you are living with a relative or guardian residing within the district.

2. Your county pays your tuition if you have a public school diploma signed by a county superintendent, or a parochial school diploma signed by a superintendent of parochial schools, provided that your own district is not offering a high school course approved by the state superintendent.

3. Your parents must pay your own tuition if you reside in a school district offering an approved high school course.

4. Your parents must pay your tuition if you do not possess a public school diploma signed by a county superintendent or a parochial school diploma signed by a superintendent of parochial schools.

If you have any doubt about your status as a tuition student take it up with the principal personally. This is an important matter, and he will be glad to help you.

University of Wisconsin

University of Wisconsin Extension division is provided by the Manitowoc School of Vocational and Adult Education. Normally a two year course is offered.

The classes are taught by regular faculty members of the University of Wisconsin. Credits earned carry full value at the University, and may be transferred to any other accredited college. The prerequisites for enrollment are a high school diploma and a written recommendation for admission on the proper application form signed by the school principal.

Information about registration dates, tuition, book rental, and laboratory fees may be obtained either at the guidance office or at the Vocational School; application blanks are available in the main office. Tuition per semester is 90 dollars. Text books are sold locally. Regularly enrolled students in the Extension division may take any course not offered in Manitowoc by correspondence, without any additional fees except books.

Students planning to have part or full-time employment may carry a reduced program and every effort will be made to arrange a schedule to permit employment.

Ushers

Ushers are under the general supervision of the faculty auditorium committee. The student council is responsible for hall ushers and the direction of traffic in the building during the school day. Ushers for all athletic events or other events held in the gymnasium are appointed by the Athletic Director. Ushers for musical events, whether held in the auditorium or elsewhere, are appointed by the Head of the Music Department. College and Career Day ushers are under the supervision of

the guidance department. Commencement and Parent's Night ushers are appointed by the principal.

All other events held in the auditorium whether by school groups or outside organizations use the ushers trained by the Student Auditorium Committee, members of which are appointed on a three-year basis by the chairman of the faculty committee. The Student Committee assigns seats for lyceum and general programs, prepares the fire charts, and issues reserved seats for all programs held in the auditorium. It also trains the staff of one hundred and eight ushers which are available for any event held in the auditorium. Only girls are used as auditorium ushers, and any girl who is eligible for extracurricular activities may volunteer, provided she has a 1.5 grade-point average.

Vocational Guidance

Vocational guidance information is available to students at the guidance office. Those interested are invited to make use of the material at any time. In the guidance office, students may discuss future vocational plans; if they desire, they are referred or introduced to someone doing the kind of work about which they want information.

Students are urged to take advantage of the work placement program sponsored by the guidance office. No student will be excused for work on school time, except in special cases. Students are referred to part-time jobs, after school and on Saturdays. Before a work permit can be secured at the Vocational school, a school certificate must first be obtained at the guidance office. Work permits are required by all students under 18 years of age. Each student registers on an employment card filed in the guidance office. These cards indicate preferences for various types of work, and jobs are filled on the basis of student replies to the questions on this card.

In problems of democracy classes, seniors study one unit

devoted to the student's post high school plans. To aid the student with this plan, the entire guidance library of occupational information, school catalogues, and other information pertaining to schools of higher education is used. The Kuder Preference Test, a personality test, and various aptitude tests are administered. The Wisconsin State Employment Office sends representatives to these classes to explain the various services which are offered, and also to inform the students of the job opportunities available in our area.

W I A A

WIAA, the Wisconsin Interscholastic Athletic Association, has been organized to regulate and control all athletic contests conducted in the state between schools which are members of the association.

The following rules must be obeyed by all members of the WIAA.:

1. A. The principal of a school or a member of the faculty designated by him shall be manager of any team representing a school.
   B. All letters, contracts, receipts, and documents passing between schools must be signed by the principal.
   C. No game shall be played with any team without the sanction of the principal; there must be faculty supervision of all athletic matters.
2. A. No game shall be played with public high schools of this state which do not belong to this association or are not in good standing therein. This does not prohibit games with private schools or amateur organizations.
   B. No school shall take part in any athletic contest in Wisconsin under rules other than those sanctioned by the Board of Control.
3. No athletic teams representing a school belonging to this association shall be coached by any person other than legally qualified teachers regularly employed in

the school.

4. No school or organization shall donate to any athlete anything of material value except a medal, an emblem, or a team picture.

5. Athletic accident benefits will be paid only in cases where requirements for participation have been met and when injury occurs in sports approved by the WIAA and found printed and checked on examination and permit cards.

6. A. Principals have the power to exclude from athletic participation any student whose conduct is not conducive to the best interests of high school athletics.
   B. A principal is responsible for the eligibility of his contestants.

7. A. Except as noted under B, any boy who has been certified as a member of a high school athletic team shall be ineligible to compete for a different high school.
   B. When a boy's parents have moved from one high school district to another, this rule (A) shall not prevent competition for the high school located in the district in which his parents reside.

8. A. In order to participate in any sport a contestant must be in regular high school attendance in grades 9, 10, 11, or 12, and he must have enrolled for the current semester before the fourth week of school.
   B. He must have been in attendance at some school the preceding semester, carrying at least 15 hours of work, and must have received passing grades in not less than three subjects with a passing average for all and with not more than one failure. This means that every contestant must have earned at least three credits during the preceding semester.
   C. He must not have a high school attendance of more than eight semesters.
   D. He must not have attended an institution of higher learning.

   E. Enrollment in a high school for two months or more during any semester shall constitute a semester for athletic purposes.

9. A. A contestant must carry not less than 15 hours of work per week during the current semester.
   B. A contestant must do passing work in at least all but one full credit subject and must have an average for all subjects equal to the passing mark of the school.
   C. When alphabetical grades are used, the average for all must be at least D with not more than one failure. A conditional or incomplete is considered a failure for athletic purposes.

10. In order to participate in any sport a contestant must be under nineteen years of age at the beginning of the sport season.

11. A. A contestant will be permanently ineligible in all sports if he has accepted money or the equivalent for having participated in any sport approved by the WIAA.
   B. A contestant will be ineligible in a sport for a period of one year if he has played on a team any member of which has been paid for his services or where money prizes or their equivalent have been offered.
   C. A contestant will be ineligible in a sport for the remainder of the season if, after being certified as a member of a high school team, he plays as a member of any other team.

12. A. A contestant's eligibility is determined, except as to age, by his status on the day the eligibility blanks are to be exchanged between schools; namely, five days before the date of the contest.
   B. A boy will not be eligible for certification until he has filed with the principal an examination and permit card containing a physician's certification of physical fitness and his parents' permit to participate in athletics.

Wrestling (See Athletics)